## <u>Law Clerk Hiring Information</u> Colleen McMahon, United States District Judge

## **Chambers Contact Information**

United States District Court Southern District of New York Daniel Patrick Moynihan United States Court House 500 Pearl Street, Chambers 1640 New York, NY 10007 (212) 805-6325

## McMahonClerkship@nysd.uscourts.gov

**Positions**: Judge McMahon has hired clerks for 2015 and 2016. She will begin reviewing applications for 2017 clerkships in September 2015. Judge McMahon does not employ students directly out of law school; at least one year's prior clerkship or practice experience is required.

## **Application Process:**

- Applicants should email or "snail mail" the following items. Email applications (to the address above) are preferred.
  - o Cover letter
  - o Resume
  - Law school transcript
  - o Undergraduate transcript
  - o One or two writing samples
  - o Three letters of reference
- Email applicants should put their name and "Clerkship Application" in the subject line of the email.
- Please do not send a first year of law school Moot Court brief or Legal Writing Class memo as your writing sample.
- Letters of reference may be submitted separately, either by email (sent to the same address, with the same subject-line noted above) or by post. No interview will be scheduled until chambers receives your letters of reference.

**Interviews**: Judge McMahon may contact applicants at any time to schedule an interview.

**OSCAR**: Do not submit applications through OSCAR.

Updated: January 9, 2015.